

City of Charlevoix
City Council Regular Meeting minutes
Monday, June 6, 2022 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Mayor Kurtz. The Council, staff, and members of the public rose and recited the Pledge of Allegiance.

2. Roll Call

Mayor: Luther Kurtz

Members Present: Greg Bryan, Aaron Hagen, Janet Kalbfell, Phil Parr, Richard Spring

Members Absent: Mark Knapp

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

4. Inquiry Regarding Conflicts of Interest

Council Member Hagen recused himself from item 7D. Request for Live Music in Bridge Park.

5. Consent Agenda

Mayor Kurtz opened the item for public comment. None were heard.

Motion by Parr , Second by Spring to approve the consent agenda as presented.

Yeas: Bryan, Hagen, Kalbfell, Parr, Spring

Nays: None

Absent: Knapp

Motion carried.

A. City Council Meeting Minutes - May 16, 2022

Motion to approve the minutes as presented.

B. Accounts Payable and Payroll Check Registers

<u>Dates</u>	<u>Description</u>	<u>Amount</u>
05/24/2022	Special Accounts Payable Run	\$72,106.05
05/27/2022	Payroll (net pay)	\$109,689.20
05/27/2022	Payroll Transmittal Checks	\$5,802.24
05/16/2022 - 05/31/2022	ACH/Wire Payments	\$344,988.28
Grand Total		\$901,230.12
To view the entire accounts payable and payroll check registers reports, please Click here.		

Motion to approve the accounts payable and payroll check registers as presented.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

A. Tax-Foreclosed Right of First Refusal Purchase

Mark Heydlauff, City Manager

City Manager Heydlauff explained the City has the opportunity, per the law, to purchase this orphan parcel from the County. The parcel is extremely small and landlocked. City Manager Heydlauff stated the City could obtain ownership and then work with the adjoining parcel owners to purchase the parcel to increase the size of their lot. Discussion was held. City Manager Heydlauff stated Council could approve the motion as stated and direct the Clerk to prepare a resolution and then they could decide on whether or not to move forward with purchasing the parcel at the next Council meeting.

Mayor Kurtz opened the item for public comment. None were heard.

Motion by Hagen, Second by Kalbfell to authorize the City Clerk to prepare a resolution to exercise the purchase option for parcel 052-270-078-60.

Yeas: Bryan, Kalbfell, Hagen, Parr, Spring

Nays: None

Absent: Knapp

Motion carried.

B. Marina Slip Specific Assignments

Kent Knorr, Recreation Director

Kent Knorr, Recreation Director, explained the City Marina is currently utilizing boat slip rental software provided by the State of Michigan. The current software allows transient boaters the ability to reserve a slip based on various factors. The reservation only guarantees boaters will have a slip to stay when they arrive. The state is requiring all marinas that use this software transition into a slip specific system in 2024. The slip specific program would allow the boater to make their reservation and select which slip they will be staying on during their visit. The state has offered that marinas may opt in to begin using the software in 2023. By opting into the program early would allow the Marina employees receive more technical support during the initial phase of the transition. Discussion was held.

Mayor Kurtz opened the item for public comment. None were heard.

Motion by Parr, Second by Spring to direct the Recreation Department to transition to slip specific assignments in the 2023 season for transient boaters at the City Marina.

Motion carried by unanimous voice vote.

C. Michigan Beach Passport Grant

Kent Knorr, Recreation Director

Recreation Director Knorr stated the City was successful in receiving the Passport Grant and is ready to move forward. Edgewater Resources helped create the Michigan Beach Master Plan in 2018 and they are familiar with the City's goals. The grant has six key components, which are an overlook observation deck, an access pad, a trail path, new signage, paving ADA

parking spaces, and landscaping including rain gardens to help with water runoff. The City is requesting to engage with Edgewater for them to oversee the design and grant administration for the project. The City's match for the grant is \$48,000 while the state is funding approximately \$140,000 of the project. Discussion was held.

Mayor Kurtz opened the item for public comment. One was heard and opposed.

Motion by Spring, Second by Kalbfell to direct the City Manager to sign the engineering agreement with Edgewater Resources for an estimated \$24,300 for work on the Michigan Beach Park improvements as part of the Passport Grant.

Motion carried by unanimous voice vote.

D. Request for Live Music in Bridge Park

Richard Bergmann-Bridge Street Tap Room

Mark Heydlauff, City Manager

Council Member Hagen stepped down from the dais.

City Manager Heydlauff stated Mr. Bergmann of the Bridge Street Tap Room is requesting permission to sponsor live music in Bridge Park on several Wednesday and Saturday evenings in the summer. Music may not be available on each date listed due to weather, but all possible dates are stated in the request. The Tap Room does not seek any assistance from the City in setting up the music or with trash removal. Mr. Bergmann addressed the Mayor and City Council and stated in the past they have hosted different fundraisers and bands in the outdoor space. Bridge Park is a great location for our outdoor entertainment and would benefit the surrounding businesses as well.

Mayor Kurtz opened the item for public comment. None were heard.

Motion by Spring, Second by Parr, to authorize the Bridge Street Tap Room to hold small, live music events in Bridge Park on Wednesdays from June 15 through August 31 (excluding July 20), on the following Saturdays: June 25; July 9; July 16; July 30; August 6; August 13; August 20; August 27, and Labor Day Weekend.

Motion carried by unanimous voice vote.

Council Member Hagen returned to the dais.

8. Reports and Communications

A. Public Comment

B. City Manager's Comments

- City Manager Heydlauff wanted to bring attention to when event planners come to the City with a special event request, it is very appreciative when there is adequate time for the City staff to handle the request. Mr. Bergmann's request is a great example of the proper preplanning measures. Some event organizers don't always

plan ahead, which then doesn't allow the City staff to properly handle the request.

C. Mayor and Council Comments

- Council Member Kalbfell asked if the empty tour buses parked along Mason Street could move to another location while their passengers are exploring the downtown, because they are currently taking up parking spaces that City residents could utilize.
- Council Member Bryan stated the new striping on the City streets looks great and is helpful.

9. Other Council Business

10. Adjourn

Mayor Kurtz adjourned the meeting at 6:31 p.m.

Sarah J. Dvoracek

City Clerk

Luther Kurtz

Mayor